

EEO Complaint Tracking V. 2.0 Release Notes

April 1995

File Changes

Routine Changes

Options

Bulletins

Miscellaneous Changes

The following is an overview of the major enhancements for EEO Complaint Tracking version 2.0.

File Changes

Three new files will be used in this version of EEO Complaint Tracking.

EEO CORRECTIVE ACTIONS (785.2)
EEO INFORMAL COMPLAINTS (785.5)
EEO CENTRAL INVESTIGATORS (787.5)

The following files are now obsolete:

EEO COMPLAINT INVESTIGATORS (787)
EEO COMPLAINT STATION/GROUP (788)
EEO XMIT (789.2)
EEO ACTION FILE (789.3)
EEO RECEIVE (789.4)
EEO COM HISTORY (789.6)

Routine Changes

New routines include:

EEO0210	EEO211	EEOEAHO1	EEOEAHOC
EEOEFIN	EEOEOI6	EEOERCR	EEOERCR1
EEOETICK	EEOEXE1	EEOEXMT1	EEOEXMT2
EEOUTIL	EEOUTIL1	EEOENF	EEOEMAN
EEOEAHO2			

Obsolete routines include:

EEOEEOEE	EEOEESTA	EEOEEBUL	EEOEOI2
EEOEPING	EEOREXMT		

Options

Additional options:

- Print Complaint Intake Form
- EEO Adhoc Report Generator
- Add/Edit Informal Compl. Info.
- Enter/Edit Formal Complaint Info
- Enter/Edit Investigation Info.
- Transmit a Single EEO Complaint
- Notice of Final Interview
- Notice of Rights and Responsibilities
- Counselor's Menu
- Change Counselor Complaint Access

Obsolete options:

- Retransmit a Single EEO Complaint
- EEO Tasked Uplink Bulletin

The "Enter/edit EEO Files" and "Station Report" options have been changed from an edit and a print option to menu options.

Two of the reports under the "Station Report" option (170 columns and 80 columns) will no longer be available.

Inquiry options will now show fields even if they have no associated data.

Bulletins

Two additional bulletins alert users of EEO complaints approaching or past the suspense date for each of the station controlled complaint processing phases. Bulletins are also issued for each session in which Counselor Security is reassigned or Date of Formal Complaint is deleted. All of these bulletins are sent to the UPLINK_DATA_SERVER mail group.

Miscellaneous Changes

When an EEO Complaint is deleted by a Region or Central Office EEO user, that complaint is no longer actually deleted, it is screened from selection, but is still a part of the station's database.

Complaint changed data will be transmitted once daily through a tasked option rather than immediately after each edit session.

When fields calculated from date fields do not have an end date to the calculation, they will equal the number of days to today's date followed by an asterisk to denote they are still active.

Issue Codes, Basis, and Investigator's Name fields have been changed to multiples.

The Counselor's Name field will now point to the New Person file.

The complete Investigator file (787.5) is now available at the station and all updates to the national Investigator file will update the station's Investigator file.

An additional menu has been added to be assigned to EEO counselors, for entry of informal complaint information.

A new method of informal complaint security is being employed, where only one user may enter/observe information on any informal complaint. There is also a new option available to the EEO Manager to reassign this "Counselor Security".

EEO specialists at each station may now assign investigators and enter/edit investigator information for their station's complaints under investigation.

The EEO encrypted Messages will no longer be sent to the UPLINK_DATA_SERVER mail group, meaning the EEO specialist will no longer be receiving these unreadable messages.

There will be a new acknowledgment message returned from the EEO National data base, when a message from your site has been successfully served.

Informal complaints will no longer be transmitted to the national data base.

Cross-references have been added to the EEO Complaint file (785) to allow lookup by case or OEO numbers.

Complaint number is now a calculated (not computed) field and now stored in the data base.